

The Department of Procurement (the “DOP”)
on behalf of the
Department of City Planning (“DCP”)

FC-10231, Historic Revitalization Strategy Project



Presentation Made By:
Mr. Clinton L. Johnson, Senior *Contracting Officer*

Wednesday, March 21, 2018
Location: 55 Trinity Avenue, S.W. City Hall South, Suite 1900
(DOP Bid Room)
Time: 1:00 p.m.

City of Atlanta Panel



▶ **Welcome and Introductions**

- Mr. Clinton L. Johnson, Senior Contracting Officer

▶ **Ethics Department**

- Ethics Department Representative

▶ **Office of Enterprise Risk Management - (Appendix B)**

- Mr. Navarone Dozier, Risk Analyst

▶ **Office of Contract Compliance- (Appendix A)**

- Mr. Bruce Bell, Senior Contract Compliance Manager

▶ **User Department**

- Department of City Planning (“DCP”) Representative

▶ **Closing: Department of Procurement**

- Mr. Clinton L. Johnson, Senior Contracting Officer

Be Mindful of...



- **THIS IS THE “BLACK-OUT PERIOD”.**
Clinton Johnson is to be your only point of contact for FC-10231
- **PLAN HOLDERS VS ATTENDEES OF CONFERENCE:**
Plan Holders are entitled to receive email updates for this RFP
- **All City responses provided today are non-authoritative**
For an authoritative response, email me at cljohnson@atlantaga.gov
- **DOP’s IIREA Participation Program**
- **IMPORTANT DATES TO REMEMBER:**
Friday, March 23, 2018 - 12:00PM EDT Deadline to submit addendum questions
Wednesday, April 4, 2018 – 2:00PM EDT Deadline to submit proposals



City of Atlanta Ethics Office

Ms. Jabu M. Sengova
Ethics Officer

Mr. Carlos R. Santiago
Staff Attorney and Investigator



Office of Enterprise Risk Management

Mr. Navarone Dozier
Risk Analyst
(Appendix B)



Office of Contract Compliance

Mr. Bruce Bell
Senior Contract Compliance Manager
(Appendix A)



CITY ANSWERS PROVIDED IN THIS FORUM TODAY ARE NON-AUTHORITATIVE

*All responses provided are not considered authoritative until placed in writing
by Clinton L. Johnson, Senior Contracting Officer,*

CLJohnson@ATLANTAGA.GOV



Department of City Planning (User Agency)



- ▶ **Introduction of Department's Business Objectives**
 - DCP Representative

- ▶ **Opening the Floor for Questions & Answers**
 - **(All Statements Made Today are Not Authoritative in this Forum!!!)**

All questions and responses provided are not considered authoritative until placed in writing to the appropriate point of contact within DOP, Mr. Clinton L. Johnson, Contracting Officer. A subsequent addendum will be issued to all Plan Holders of record.

Part 2 – Contents of Proposals

Required Submittals



- ▶ Proposals should be inclusive of Two Parts:

I. Informational Proposal:

A. Volume I – Information drafted by Proponent

Executive Summary;

Organizational Structure;

Resumes of Key Personnel;

Overall Experience, Qualifications and Performance on Previous Projects; and
Management Plan.

B. Volume II – Required Submittal Forms (Forms 1-8) Appendix A-Office of Contract Compliance Forms

II. Cost Proposal: Exhibit A.1

Proponent must submit (1) envelope stamped “original” and six (6) copies in a separate envelope.

Note for Submission of Responsive Proposal Packages: (1) Proposal Package Should be Marked “Original” and Six (6) additional Copies of the Original Proposal package Marked “Copies” must be submitted.

Next Anticipated Procurement Steps

After Proposal Due Date:

Wednesday, April 4, 2018 2:00 p.m. (eastern)



- ▶ **Step 1: DOP Will Review Proposal(s) for Responsiveness (within two business days):**
 - Form 1 - Illegal Immigration Reform and Enforcement Act Forms (IIREA)
 - Form 2 - Disclosure Form and Questionnaire
 - Form 3 - Proponent Financial Disclosure
 - Form 4.1 - Certification of Insurance Ability
 - Form 4.2 - Certification of Bonding Ability (**Not Applicable**)
 - Form 5 - Acknowledgement of Addenda
 - Form 6 - Proponent Contact Directory
 - Form 7 - Reference List
 - Form 8 - Proposal Bond (**Not Applicable**)
 - Appendix A-Office of Contract Compliance Forms
- ▶ **Step 2: DOP Will Submit **ONLY** Responsive Proposals to Internal City Stakeholders to Review for Responsibility**
 - ✓ **Office of Contract Compliance to Review Appendix A-Required Submittals**
 - ✓ **Office of Enterprise Risk Management to Review Form 3-Proponents Financial Disclosure Statements**

Reminders

▶ Addendum Deadline:

○ **Friday, March 23, 2018, 12:00 noon. (EDT)**

****QUESTIONS RECEIVED THEREAFTER MAY NOT BE CONSIDERED****

▶ Proposal Due Date:

○ **Wednesday, April 4, 2018, 2:00 p.m. (EDT)**

****ABSOLUTELY NO PROPOSALS WILL BE ACCEPTED AFTER 2:00 P.M.****



Primary Point of Contact: Mr. Clinton L. Johnson, Senior Contracting Officer

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